



**Section 11.28 Storage Tank Rule,
Regulation 11 (5 CCR 1002-11)
Periodic Inspection Instructions**

Purpose

The periodic inspection checklist is intended for documenting periodic inspections of finished water storage tanks. Section 11.28 (Storage Tank Rule) of Regulation No. 11 requires suppliers of water that use finished water storage tanks to develop and maintain a written plan to inspect these tanks. The written storage tank inspection plan must include an inventory of the finished water storage tanks, the methods for performing and documenting the periodic inspections for each finished water storage tank including identifying the qualified personnel who perform the inspections, the schedule for performing periodic inspections of each finished water storage tank (at least quarterly or on a justified and documented alternative schedule), and timelines for correcting any storage tank sanitary defects identified during the inspection (which constitutes the corrective action schedule).

A periodic inspection is a visual external inspection typically performed by the supplier of water to identify evident sanitary defects (e.g., lack of screens on vents). Periodic inspections of each finished water storage tank must be scheduled at least quarterly or on an alternative schedule. If the supplier of water schedules a periodic inspection on an alternative schedule, the supplier must provide justification for the alternative schedule in the written inspection plan for finished water storage tank inspections, which is subject to department review and revision. The department has available upon request, a storage tank inspection plan template that includes a section for documenting an alternative schedule, if used.

Suppliers of water that use finished water storage tanks will incur a treatment technique violation of section 11.28 of Regulation 11 if the supplier fails to perform or document a periodic inspection. This treatment technique violation requires a Tier 2 public notice. For information on Tier 2 public notice requirements, please contact the department's Drinking Water Compliance Assurance Section at 303-692-2085.

Periodic Inspection Checklist Instructions

1. This checklist is intended for documenting periodic inspections or visual inspections of finished water storage tanks or vessels.
2. Periodic inspections of each finished water storage tank must be scheduled at least quarterly (or on a justified and documented alternative schedule) and be performed by qualified personnel as defined in the storage tank inspection written plan.
3. Complete a checklist for each finished water storage tank or vessel that is being used as part of the public water system. Note: A finished water storage tank or vessel is located downstream of the entry point and is not pressurized.
4. Comments **must** be provided for any answers indicating problems or impending problems.
5. The inspector must provide detailed information in the inspection checklist of any sanitary defects, problems, or impending problems.
6. The department requests that photographs be taken of any identified sanitary defects, problems or impending problems during the periodic tank inspection.
7. Whenever a periodic inspection reflects any sanitary defects, the supplier must include a corrective action schedule to correct these defects in the inspection checklist (last column of

the inspection table).

8. When the sanitary defect is corrected, the supplier will also include in the last column of the inspection table the corrective actions completed and the associated completion dates.
9. The department requests that photographs be taken of corrections to any sanitary defects, problems or impending problems documented during the periodic tank inspection.
10. The supplier should also note in the last column when photographs were taken (of both the sanitary defects and the completed corrective actions) and attach them to the checklist.
11. When completed in full and correctly (per the checklist instructions), the periodic inspection checklist will provide all the information for the required inspection summary. The summary must be completed no later than 60 days after each completed inspection. The inspection summary must be made available for review during sanitary surveys or upon department request.
12. The supplier must keep each completed inspection checklist on file for a minimum of five years and available for review upon request by the Department. Note: The checklists should be documented in the supplier's record retention section of the general monitoring plan.
13. It is critical that the supplier maintain the checklists in an organized manner (e.g., filed chronologically in a dedicated binder or electronically) to facilitate this review.
14. The department recommends that photographs be used for documenting inspections regardless if sanitary defects, problems or impending problems are found or not. In other words, the supplier could take photographs of good tank management practices to be used as part of the inspection documentation.